

Job Title: Supervisory Civil Engineer

Location: 64 New York Ave., NE, WDC 20002

Requisition # 15198

General Job Information

"Pay Plan, Series & Grade: MS-810-14

Salary Range: \$88,545 to \$123,963 per annum

Opening Date: November 27, 2009

Closing Date: January 27, 2010

First Screening Date: December 11, 2009

Tour of Duty: Monday thru Friday, 8:15am - 4:45pm

Area of Consideration: Open to the General Public

Promotion Potential: None

Number of Vacancies: One (1)

Agency: District Department of Transportation, Infrastructure Project Management Administration.

Duration of Appointment: Management Supervisory Service (MSS) At-Will

Collective Bargaining Unit (Non-Union): This position is not in a collective bargaining unit.

Duties

Brief Description of Duties: Provides supervisory and leadership to professional engineers, engineering technicians and administrative staff, including performing administrative activities. Sets goals, objectives and priorities for the office. Plans, schedules and coordinates work operations. Selects, trains, motivates and evaluates staff to maximize professional development and productivity. Responsible for planning, directing, coordinating and controlling program operations and activities. Assists with the delivery of the District of Columbia transportation Infrastructure improvement program by providing technical and administrative guidance to infrastructure Project Management teams. Maintains up-to-date status of all projects. Measures and monitors project progress to ensure milestones; and ensures that commitments and schedules of all parties involved are on target.

Qualifications

Basic Requirements for Engineers: Candidates must meet the basic requirements described under A or B: (A) Bachelor's or higher degree in professional engineering in an accredited college or university. The curriculum must have been in a school of engineering with a least one curriculum accredited by the Accreditation Board of Engineering and Technology (ABET) as a professional engineering curriculum; OR must have included differential and integral calculus and courses (more advanced than first year physics and chemistry) in five of the following seven areas of engineering science or physics: (a) static, dynamics; (b) strength of materials (stress-strain relationships); (c) fluid mechanics, hydraulics; (d) thermodynamics; (e) electrical fields and circuits; (f) nature and properties of materials (relating particle and aggregate structure to properties); and (g) any other comparable area of fundamental engineering science physics, such as optics, heat transfer, solid mechanics, or electronics. --OR-- (B) Combination of Education and Experience: college level education, training, and/or technical experience that furnished

(a) a thorough knowledge of the physical and mathematical sciences underlying professional engineering, and (b) a good understanding, both theoretical and practical of the engineering sciences and techniques and their applications to one of the branches of engineering. Any one of the following is acceptable as a demonstration of meeting the qualifications required. (1) Current registration as a professional engineer by any state, the District of Columbia, Guam, or Puerto Rico; (2) Evidence of having successfully passed the Engineer-in-Training (EIT) examination, or the written test required for professional registration, which is administered by the Board of Engineering Examiners in the various states, the District of Columbia, Guam, and Puerto Rico; (3) Successful completion of at least 60 semester hours of courses in the physical, mathematical, and engineering sciences and in engineering courses that are fully acceptable toward meeting the requirements of a professional engineering curriculum as described in paragraph (A) above; or (4) Successful completion of a curriculum leading to a bachelor's degree in engineering technology or in an appropriate professional field, e.g., physics, chemistry, architecture, computer science, mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering, provided the applicant had a least one (1) year of professional engineering experience acquired under professional engineering supervision and guidance.

Specialized Experience: Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, at least one (1) year of specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization.

Ranking Factors

Submission of Ranking Factors: The following ranking factors will be used in the evaluation process. All applicants **MUST** respond to the ranking factors. Please respond specifically to the ranking factor(s) by either typing directly into the free form area provided or by pasting from a text document. Please describe specific incidents of sustained achievements from your experience that show evidence of the level at which you are applying. You may refer to any experience, education, training, awards, outside activities, etc. that include the degree to which you possess the job related knowledge, skills and abilities described in the ranking factors. The information given in response to the ranking factors should be complete and accurate to the best of your knowledge. **FAILURE TO RESPOND TO ALL RANKING FACTORS WILL ELIMINATE YOU FROM CONSIDERATION.**

Ranking Factor #1: Knowledge of professional civil engineering practices, standards, guidelines, codes and regulations used in transportation engineering, street construction, bridge and tunnel infrastructure, including experience managing transportation programs which involved urban street, bridge and tunnel infrastructures and transportation policies.

Ranking Factor #2: Demonstrated leadership ability implementing complex project objectives and in making independent decisions in environments impacted by multiple technical, political, safety and national security implications.

Ranking Factor #3: Senior level experience successfully managing technical project teams and construction project, and project management of street and road construction and in developing and managing large, complex multi-million dollar projects.

Ranking Factor #4: Effective communication skills, including the demonstrated ability to write well, concisely (i.e., to express thoughts clearly), and in developing and presenting project briefings to the Portfolio Council and agency executives, team members, as well as community groups, Advisory Neighborhood Commissions, Civic Associations, utility companies and other stakeholders.

Ranking Factor #5: Knowledge of State, Local, and Federal procurement regulations and procedures, and capital funding, improvement processes, and appropriated budgeting methodologies.

Conditions of Employment

Other Significant Factors: This position has been designated as an emergency employee position under the provisions of District Personnel Manual Chapter 12. As such, your service maybe required in emergency situations to perform crucial duties, e.g., snow removal, debris removal, transportation, shelter operations, food distribution, and communication. These duties maybe performed when the government is closed or when most employees are dismissed early.

Other considerations for this position are:

Professional Engineer (PE) licenser is required,

Certification as a Contracting Officer Technical Representative (COTR),

Certification as a Project Manager by an accredited learning institution and/or from the Project Management Institute.

The incumbent of this position must posses and maintain a valid motor vehicle operator's permit.

Other Significant Factors (At-Will): At-will employment applies to the Management Supervisory Service (MSS). All positions and appointments in the MSS serve at the pleasure of the appointing authority and may be terminated at any time with or without cause.

Priority Consideration

Displaced Employee Priority Placement: Eligible's for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

Residency Requirement

A person applying for a position in the Career Service, Educational Service, Management Supervisory Service, an attorney position in the Legal Service (series 905) other than in the Senior Executive Attorney Service (SEAS), or an attorney position in the Excepted Service (series 905) who is a bona fide District resident AT THE TIME OF APPLICATION for the position, may be awarded a 10-point residency preference over non-District applicants, unless the person declines the preference points. If selected, the person shall be required to present no less than 8 proofs of bona fide District residency and maintain such residency for 7 consecutive years from the effective date of the appointment. Failure to maintain bona fide District residency for the 7-year period will result in forfeiture of employment.

Information to Applicants

Veterans Preference: Applicants claiming veterans preference must submit official proof at the time of application.

Drug-Free Workplace: Pursuant to the requirements of the Drug-Free Workplace Act of 1988, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

Other Information: This position maybe subject to criminal background checks and/or driving record checks, as well as random drug and alcohol testing pursuant to DC Act 15-620.

How to Apply

Where to Apply (Judiciary Square): D.C. Department of Human Resources (DCHR) Job Center located in the South Lobby at 441 - 4th Street, NW, Washington, D.C. 20001. All inquiries should be directed to HR Answers at (202) 442-9700.

Disposition of Resume: Resumes received outside the area of consideration and/or after the closing date will not be given consideration. You must resubmit your resume to receive consideration for any subsequent advertised position vacancies. For the purpose of employment, resumes are not considered job applications. Therefore a DC 2000 job application or online job application is required to be submitted.

Closing Statement

Job Offers: Official Job Offers are made by the District Department of Transportation Only.

EEO Statement: The District of Columbia Government is an Equal Opportunity Employer.

Equal Opportunity Employer: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.

Notice of Non-Discrimination: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived: race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.